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BANNER: Santa Susana Field Laboratory

HEADLINE: Meeting for Community Technical Assistance (TASC)

The public is invited to meet with representatives of EPA's national Technical Assistance Services for Communities program. The purpose of the meeting is to conduct a needs assessment for independent technical support concerning EPA's work at the Santa Susan Field Lab (SSFL).

The meeting will be held from TIME on DATE at LOCATION.

[Begin Box]

Community Meeting

Technical Assistance Services for Communities

TIME

DATE

LOCATION

[End Box]

EPA has received multiple requests for the use of the TASC program at SSFL. The TASC program provides a independent technical expert to assist the public in understanding EPA's work and the site's hazardous waste issues. TASC can explain assessment and cleanup documents, and provide information on site contaminants and their general health effects.

EPA envisions engagement with TASC resources at SSFL as an open forum process, with the services available to the community as a whole, not any one organization. The potential scope of TASC's work would be determined by a number of issues, including available funding, the number and type of information requests, the impact of pending deadlines for document review, etc.

At the meeting, Economics and the Environment (E2), the national TASC contractor, will gather questions, proposals, issues and concerns related to hazardous waste issues at SSFL, then organize them into a needs assessment for EPA's review. As with other national cleanup sites where TASC has been considered, EPA will evaluate TASC's needs assessment, determine if TASC can be effective at SSFL, and announce its decision to the community.

SSFL Mailing List Coupon

*Matt – if it fits*

For More Information

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Toll-free message line

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Web address: <http://www.epa.gov/region09/SantaSusana>

Information Repositories

*Matt -- from last fact sheet*

# **Proposal for SSFL Technical Assistance Services for Communities (TASC) Forum**

Based on past discussions, the SSFL Team and Community Involvement staff agreed that the only way to proceed with the TASC program is to establish a process that is open to anyone who wishes to participate and not to award the resources to any singular community organization. The acceptable approach is an open forum, with the onus on the TASC Forum to use a venue that is separate from the current locations/dates used by the groups that have expressed interest in TASC. The outline that follows provides both background information and proposed path forward to provide technical assistance to the diverse SSFL community.

## ***Purpose***

To equitably provide technical assistance to the SSFL community as a whole through the TASC program that is independent of affiliation with any single community organization or regulatory process.

## ***Background***

1. History / Concerns about TASC @ SSFL
  - a. Notifications/outreach
    - i. Nov/Dec 08 fact sheet and public meeting
  - b. Expressions of interest from multiple community groups
  - c. ACME withdrawal / TASC informational meeting / EPA at SSMAC meeting
  - d. ARRA 2-year time frame / Elected official interest (Waxman, potentially others)
  - e. Internal discussion – TASC independence crucial (Staff commitments/Agency Decision)
2. Technical Assistance Needs
  - a. Basic radiological
  - b. Health and cleanup program information (including RCRA)
  - c. Interpretation of technical documents
3. Interested Parties
  - a. Requestors
  - b. Congressional staff
  - c. Workgroup
  - d. Members of the community at large
  - e. State and Federal counterparts
  - f. US EPA – OSWER/CI

## ***Implementation***

1. Framework: There will be a few imposed guidelines to prevent filibuster or group dominance

- a. EPA helps establish a “TASC Forum” with a mission to provide open and equal access to technical assistance services to anyone who has site-related technical questions. At this forum, a technical assistance needs assessment (TANA) will be performed as a facilitated discussion.
  - b. TANA will be finalized and submitted to the EPA by the TASC contractor with suggestions for a scope of work and a preliminary cost estimate to implement the suggested scope of work. The contract WAM will verify that the TANA and the suggested elements for a scope of work are consistent with the national contract. And, community involvement staff will then consult with the site team prior to releasing the document to the participants.
  - c. The TASC contractors will present the TANA, without the preliminary cost estimate or other CBI, to the forum participants for review and approval.
  - d. Forum participants will then develop a dynamic scope that may be modified over time based on the same open meeting process.
  - e. EPA will review and approve the work plan.
  - f. Work plan will be initiated.
  - g. There are no requirements that participants be a part of a specific group.
  - h. All contractor outputs would be available to all interested parties.
  - i. EPA RPMs will have a minimal role in the TASC Forum and will not be required to attend any of the public meetings, although they may choose to do so at their discretion.
  - j. General coordination of TASC will be performed by Luis Garcia-Bakarich (TASC Contract Manager).
  - k. Community Involvement and TASC follow-up, where appropriate, will be performed by David Cooper (Community Involvement Coordinator).
  - l. As with EPA’s rad studies, the TASC Forum will strive for transparency.
2. Consensus: Consensus with the list of potential topics is defined as each participant agreeing that anyone can contribute any idea to the list without prejudice. Participants may request more technical support than TASC’s initial resources can provide or include subjects that are not site-related, which will be addressed through the facilitated SOW development process.
  3. Facilitation: EPA and TASC would facilitate the initial meetings and when appropriate the EPA will surrender the process to ongoing TASC facilitation.
  4. Conflict Resolution: Although there is conflict between groups, TASC would only become involved in those conflicts that pertain to the operation of the workgroup or prioritization of topics.
  5. Cessation and Close-out
    - a. Mutual workgroup agreement
    - b. TASC contractor’s determination of inefficacy
    - c. Competing Regional Priorities / Budgetary Limitations

## **EPA's Communications and Initiation**

1. Communications Strategy:
  - a. Contact the federal, state and local elected officials via conference call to share EPA's proposal to use TASC
  - b. Contact the federal, state and local agencies similarly
  - c. Contact interested parties with the news that TASC will be made available
  - d. Fact sheet distribution
  - e. Maintenance of workgroup information/agenda on US EPA SSFL website
2. Initiation of TASC Forum
  - a. Fact sheet announcing kick-off meeting (verify mailing list to include those who attended TASC informational meeting)
  - b. Kick-off meeting facilitated by EPA and TASC to generate meeting process / conduct TANA:
    - i. Ground rules
    - ii. Internal communication protocols
    - iii. TANA discussion
    - iv. Meeting schedule/frequency
    - v. Outreach to additional parties/agencies/community sectors
    - vi. Maintain TASC Workgroup information/agenda to the US EPA SSFL website.
  - c. TANA distribution to community (electronically) and finalized with participants comments
  - d. Scope of Work Development Meeting
  - e. Initiation of Work Plan
3. Messages:
  - a. TASC is a national program that provides the services of an independent, professional, technical advisor to answer site-related questions.
  - b. TASC is non-advocacy and only professional opinions are expressed.
  - c. The TASC process outcomes or deliverables are for the community – TASC does not provide comments or recommendations directly to agencies.
  - d. The TASC process is independent of any regulatory process.
  - e. Regulators may review TASC deliverables at their discretion; however they are not obliged to abide by them.
  - f. Multiple segments of the SSFL community have requested TASC services.
  - g. The EPA through the TASC contractors will establish a neutral and open forum where the members of the community can engage with TASC services.
  - h. All correspondence regarding TASC should be directed to work assignment manager (Luis Garcia-Bakarich) or CIC (David Cooper).